

**APR**  
**ROXBURY COMMUNITY COLLEGE**

**WITNESS STATEMENT**

On Thursday, morning July 8, 2011 Dr. Shanks and myself were going over documents for me to put labels on and put in order for Human Resources Department. When going through the documents relating to Human Resources, I notice certain files were out of place in the box where all documents were kept, and I informed Dr. Shanks, seems like someone was in my office going through the Human Resources files because I notice some of the paper work are out of place, and she stated to me who would go into your office, which I stated anyone because I do not have a key to the office, because I lost my key some time back and when I go to lunch I do not lock my door, and I notice, while we were in the meeting (Dr. Shanks and myself) [REDACTED] documents, I notice there were only three small folders relating to his files, I informed Dr. Shanks, I know [REDACTED] folder was thick with a lot of documents and I only see three folders with small paperwork inside and his folder was missing, I also informed her [REDACTED]'s large folder of documents were also missing. So I checked while we were in the meeting the Human Resources box to see if [REDACTED]'s folder was still in the box, [REDACTED] documents were still in the box, just before I was leaving at 5:00 p.m. on Thursday, July 7, 2011, I was checking the H.R. box for other documents relating to [REDACTED] when I noticed that [REDACTED]'s file of documents (thick) were missing, I informed Dr. Shanks that [REDACTED]'s document files were missing (on Thursday (7-7-11) at 5:05 p.m.) and that his [REDACTED] folder was in the box when I went to lunch and now it's missing, and that because I do not lock my door when I go to lunch anyone could have come into my office – Dr. Shanks stated his file is missing and did not seemed concerned, so I went back to my office too check all around my office, NO FILES on [REDACTED] in my office.

[REDACTED]  
Administration and Finance Office, R  
617-541-5339

[REDACTED]

7/8/11

STATEMENT RECEIVED BY [REDACTED]

DATE

7/8/11

↑  
right  
before she  
left BCC

STATEMENT WITNESED BY \_\_\_\_\_

DATE \_\_\_\_\_

BY: [REDACTED]  
JUL 08 2011  
RECEIVED